

WELCOME

Good morning – it is very good to see you – thank you all for attending this important session.

We have an intense program today, so we must use our time well

There are a few new faces for me here, so it is proper to introduce myself:

My name is Fredrik Shetelig and I am dean of our faculty. I commissioned this project, I am your host and will chair this meeting today.

It is a long time since we could be together in a physical space. It feels good, and we will be fine when following the Corona regulations:

- Keep a distance of at least 1 meter to everybody at all times
- Use hand sanitizer frequently
- Use a face mask if you must pass areas where it can be difficult to keep distance, for example when entering and leaving the meeting room and building.

Exits, toilets, other facilities

The camera here is for communicating with Gard and David located in Oslo and Berlin due to travel restrictions caused by Corona. The meeting will not be recorded.

LANGUAGE

We have chosen to run this meeting in English since Kit is, and will always be, an international working environment with mainly two languages in use: Norwegian and English.

Everybody will be able to understand English, but this is not necessarily true for using the Norwegian language.

We will speak as clear and slow as possible, and the report itself is available in both languages.

Feel free to speak Norwegian in our reflection session later in the program.

ROLES AND PEOPLE IN THIS MEETING

A lot of people have worked day and night over a long period of time to come to this point.

When I now refer to levels in NTNUs organization: level 1 means rectors level, level 2 means faculty level and level 3 means department level.

Representatives from the steering committee:

- Arne Hestnes, Head of the HR- and HSE-department (human Resource- and health and safety department at NTNU)
- May-Grete Sætran, hovedverneombud (safety representative level 1) at NTNU
- Morten Kvamme, union representative at level 1 and 2

Representatives from the projects work-group

- Gry Alterskjær, senior advisor HR level 1, leader of the group
- Christian Fossen, senior advisor communication level 1
- Kristin Lysklett, senior advisor HSE level 1
- Erik Lunde, senior advisor HR, AD faculty, level 2

Representatives from the reference group

- Marte Gangmark Villmo, union representative

- Thomas Ferstad, union representative
- Jon Herman Rismoen, verneombud AD faculty (safety representative)
- Florian Schneider
- Jacob Jessen

From Bedriftshelsetjenesten/Occupational Health Service

- Eli Rognes Klepp
- Borgny Hedvig Wold

From AMU/Work environment committee

- Sturla Sjøpstad

From unions

- Lisbeth Aune

Administration at KiT: Hege Ertzaas Fossland

AGENDA

- Welcome and introduction by dean Fredrik Shetelig
- NTNUs expectations for KiT by Arne Hestnes
- Break
- Presentation of the report by Gry Alterskjær og Borgny Hedvig Wold
- How to proceed by the leader group at KiT, Florian, Jacob and Hege
- Reflection session in groups
- Feedback from the groups
- Closing the session

handout of the report to all participants.

We want your undivided attention in this meeting. There will be plenty of time to read the report after the meeting. It will be made digitally available at the wiki-site established for the project.

QUESTIONS AND COMMENTS

We are on a quite tight schedule, so there won't be room for questions and comments as we go along today, but please save these for later and then you will be provided with channels and arenas for this later in the process.

MEETING CULTURE

We are accompanied by Eli and Kristin here today: could you tell us a little bit about your role.

Eli og Kristin: A big part of our job is to facilitate processes like this one, you have met us before in a similar context – at the follow-up meeting after the work environment survey. We experienced a good process with you then and believe we will today as well. We'd like to go through, or repeat actually, some guidelines, which we always do when working with groups. It is particularly important when the topic of the meeting is a bit sensitive. It is completely natural to become emotional during such sessions, for example sadness, anger, frustration, discouragement etc. It is important that we all try to contribute to this being a safe space for everybody:

- Speak and listen with respect for everybody, regardless of possible differences or disagreements.
- Be aware of your tone of voice and choice of words.

- Respect that there are different opinions and perspectives, and everybody is entitled to their own.

Part of our role is to facilitate this and adjust course if we're getting off track. It is also our task to make sure we stick to the time frame and finish on time.

Thank you, Eli and Kristin

BACKGROUND

As dean, it is my duty and responsibility to oversee a healthy working environment in all departments at the faculty. Due to tensions over many years, an increased tension-level recently and with quite many problems reported last spring, I commissioned this project for development of the working environment at KiT.

The project consists of two phases.

The first phase providing an untampered insight into how the working environment is **perceived and felt** at KiT. This part of the report is to a high degree unfiltered and will trigger emotions.

But the most important part is the set of recommendations on how to improve the working environment, for everybody -

I commissioned a set of tools for further development.

The second phase of the project is ahead of us: the hard, collaborative work on developing a healthy working environment.

The daily life of KiT will run continuously with all arenas, meetings, teaching etc. as usual and the leadership will follow up with necessary conflict management. We will provide the necessary resources to do so.

PRECONDITIONS FOR MAKING THE NECESSARY CHANGE HAPPEN

- 1 We must all acknowledge and appreciate the hard work put down already: structured meeting arenas and rhythms, improved organizational roles and responsibilities, a budget getting under control and growing, a growing phd-program, just to name a few. Its not perfect. It is in development as critically important building blocks for further development of KiT.
- 2 We must see ourselves as "normal": quite a lot of other departments in all universities have similar experiences as in KiT, and similar challenges. A transition phase – you need to go through it
- 3 We rely on a trustful collaboration between our leaders, the unions, the employee representatives, safety representatives on all levels, all together. We all agree to work together for our joint community, and at the same time keep the necessary critical distance. It's good to know that quite many employees at KiT are organized in unions. It is important to separate two different working modes with the unions:
 - a. Individual: When an employee's individual interests are supported and counselled by a union representative. Often in the form of polarized negotiation for a singular member of the union.
 - b. Collective: When the unions participate in the development processes for the common good. In the form of systematic collaboration representing all members of the unions.
 - c. These two working modes should not be confused.

- 4 Medvirkning & decisions: We must include employees, and sometimes students, in open transparent processes and then act consistently without a rematch on all decisions.
- 5 Resources: We will provide the necessary resources and competences to be able to run the department at the same time as we develop and change.
- 6 We must act in accordance with NTNUs values: Critical, Creative, Constructive and Respectful

I have full confidence that the leader group at KiT will manage this process together with all stakeholders and with support from level 1 and 2

CONTINUITY

In coming august we will have a new set of leaders all over NTNU. A new dean at our faculty will be in place. I will stay dean in full capacity until a new one takes over.

The position as head of department at KiT will be filled in accordance with the standard process at NTNU. (the list of applicants will be published at one o'clock today).

The development of the working environment at KiT however will continue.

Rector will follow the development and the further process will bind us to core institutions at NTNU such as the Work environment committee led by Sturla Sjøpstad, LOSAM at faculty level and the faculty board. The true continuity will be kept by you, in how you participate and collaborate among you and with the leader group at the department, the faculty and rector's administration.

WHAT'S AT STAKE

NTNU has placed an enormous level of trust and expectation in the future of KiT by devoting av whole chapter in NTNUs main strategy to art and by supporting the new phd-program in artistic research. This trust is heavily emphasized when you consider the proportion of things: of NTNUs 40.000 students less than one hundred study at KiT. It will now be established a new forum for art at the same level as the education committee and the research committee. All this is based on hard joint work with many people involved, over many years. Please, manage that trust with care by developing a healthy working environment.

MY AIM FOR THIS DAY

.....is to see you leave this meeting with the feeling

“yes, we will work together on this.”